

EFFECTIVE

January 1, 2012.

Subject(s)

1. FOM 722-15, Foster Care, Case Closing.
2. FOM 902-5, Title IV-E Funding Denial or Cancellation.
3. FOM 950, The Youth in Transition (YIT) Program.
4. FOM 960, Education and Training Voucher (ETV) Program.

1) 722-15

Foster Care, Case Closing

Information from, "Interim Policy Bulletin, FOB 2011-010, Housing Referrals for Older Youth" has been added to policy.

2) 902-5

Title IV-E Funding Denial or Cancellation

References to obsolete FOM title IV-E policy have been corrected to reflect the current FOM 902, Funding Determination and Title IV-E Eligibility.

Funding Following the Denial/Cancellation Determination section has been added for clarification.

Title IV-E funds cannot be used once it has been determined that the child is not title IV-E eligible. Foster care maintenance and administrative payments must be made from a fund source other than title IV-E based on the child's legal status.

For cases where payments have been made from title IV-E funds in error, payment reconciliation should **not** be pursued until the time period for an appeal, 90 calendar days, has elapsed. The reason for this delay is to prevent further reconciliation if more information may be discovered through the appeal process that would enable the child to be title IV-E eligible.

If title IV-E funding is cancelled, an appeal is not filed and the 90 calendar day time period has elapsed, payment reconciliation must be completed for any payments made from title IV-E for the entire period of ineligibility. Title IV-E funds are required to be returned to the federal government from the start of any period of ineligibility if title IV-E payments were made and the child is later determined not title IV-E eligible.

Reason: Updated FOM 902 and Federal Compliance Division clarification.

Communication Plan: Title IV-E Funding Denial or Cancellation job aid has been updated to include these changes.

3) 950

The Youth in Transition (YIT) Program

Clarification regarding allowable expenses by Youth In Transition (YIT), including maximum allowed amounts in certain categories.

Includes list of those items that are not allowable YIT expenditures.

The youth's need must be clearly documented in the service plan prior to approval of YIT funding.

A supervisor signature is required on all DHS-4713 forms, Service Youth Profile Report.

YIT is not to be used for any post-secondary expense when a youth is receiving an Education and Training Voucher (ETV). It cannot be used to supplement the ETV funding.

Reason: 2011 Chafee performance audit.

Communication plan: Fact sheet.

4) 960

Education and Training Voucher (ETV) Program

Clarification regarding allowable expenses under the Education and Training Voucher (ETV) program, including maximum allowed amounts in certain categories.

Includes list of those items that are not allowable ETV expenditures.

When receiving an ETV, a youth cannot use YIT for post-secondary expenses.

Fund Distribution Exceptions section was removed. No ETV amount exceptions will be allowed.

Reason: 2011 Chafee performance audit.

Communication plan: Fact sheet.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items (content changes) ...

FOM 722-15

FOM 902-5

FOM 950

FOM 960